

Children's Liturgy of the Word Checklist

1. In a quiet and prayerful spirit, read the resource materials.
2. Prepare 3-4 simple/short reflection questions that center on the Sunday readings for Mass.
3. Arrive 15 minutes prior to mass to place the Children's Lectionary next to Fr. Godfrey's chair (presider's chair) on the sanctuary. Ask the Ushers to notify the CLOW Catechists when the assembly recites the Nicene Creed so we can return to church during the collection. Ask the sacristan to tell Fr. Godfrey there is a Catechist for CLOW.
4. Prepare Liturgy room 407 for the children: place a lighter inside podium (check if working), write Responsorial Psalm response on the dry erase board. Write the prayer response on the dry erase board; use a different color. Once your partner arrives, if possible, take a moment to pray together. May the Holy Spirit become the true teacher within the Liturgy room.
5. When the presider invites the children forward, one Catechist walks forward with the children. After Fr. Godfrey blesses the children, the Catechist hands the Lectionary book to a child (discretely direct the child to the front). The child leads us out of church. The second Catechist should wait at the halfway point of the main isle to guide the children slowly to room 407.
6. Once settled inside the Liturgy room, if needed, model how to carry the Lectionary book during a processional. A simple, teachable moment is all that is needed. Read the centering prayer from your CLOW resource sheet. Light the candle. Read or sing the I'm Sorry song.
7. You may ask an older child to proclaim the First Reading and/or the Responsorial Psalm. Please note, the Gospel reading should be proclaimed by the Catechist.
8. When the Usher notifies you it's time/almost time to return to church, wrap up the best you can. The children should form two lines by the doorway. One Catechist leads the children back to church. The second Catechist walks in the back of the line to watch over the children.
9. If you return early to church, have the children wait quietly in the narthex until the assembly is seated for the collection. Children have a difficult time finding their parents when adults are standing. If you return late to church, please wait quietly in the narthex until after the offertory gifts are presented to Fr. Godfrey at the altar out of respect for the sacredness of the liturgy.
10. *Children are not allowed to use the restrooms during CLOW.* Children may use the restroom when the whole group returns to church. One Catechist must stay in the narthex to watch over the children using the restroom. The second Catechist guides the children back into church.
11. After all the children have safely returned to their pews, please make sure the candle in CLOW room has been snuffed. You can then be seated in your pew.

THANK YOU for sharing your faith, time and talents!!!